

RAPID RE-HOUSING REQUEST FOR PROPOSAL QUESTIONS AND ANSWERS

ADDITIONAL QUESTION AS OF MAY 24, 2016

Q: In calculating dollar amounts, is it required that we use the formula of # of units X twelve (12) months? A: *No, but do show how you are figuring it.*

Q: In regards to medium term housing, will it work as it did in ESG? The first three (3) months at one-hundred percent (100%) assistance and after that, it drops to seventy percent (70%) with the client responsible for thirty percent (30%) or are we responsible for setting parameters? A: *Applicant is responsible for setting parameters and can follow ESG guidelines or not but would need to explain rationale.*

ADDITIONAL QUESTIONS AS OF MAY 23, 2016

Q: How soon after the LOI's are submitted do you expect to notify the agencies that you would like to proceed to a full application? A: *Any agency that submits a letter of intent may submit a full application by July 1st.*

Q: Housing prevention dollars - do those assisted with housing prevention dollars on a one-time assistance count towards the maintaining permanent housing for six (6) months after services end? A: *If a household is assisted one (1) time with prevention monies, they need to stay stabilized for six (6) months after that assistance.*

Q: Those who meet imminent risk, specifically those being evicted in less than fourteen (14) days, would assisting them be considered housing prevention or can they fall under rapid rehousing? A: *It is prevention.*

Q: As the lead agency applying for an RRH grant, we will focus not only on veterans, but non-veterans as well, and will be subcontracting the non-veteran part through a collaborating partner. They own an apartment building that individuals may apply to live at. Since we, as the lead agency, do not own that property, it would not be considered leasing dollars correct? A: *They have to have an option and that owned apartment building cannot be the only option for RRH.*

Notes with Questions and Answers from May 18th Conference Call:

Karia started the meeting at 9:00 a.m. Good morning! This is a question and answer conference call with regard to the ADOH Request For Proposal for Rapid Re-housing in the Balance of State geographic region.

Michele Meyerkorth is with me to record questions and answers which will be posted on the ADOH website. After today any questions must be submitted in writing to Michele Meyerkorth via e-mail which is in the RFP. Answers to any written questions will then be posted on our website as well. When asking a question today, please state your name and agency prior to the question.

RRH is to assist persons experiencing homelessness to be quickly re-housed and stabilized. Focus is housing stabilization. The Core Components are: 1) housing identification; 2) rent and move-in assistance; and 3) case management and services.

With this RFP, RRH becomes more of a major strategy in our BOS communities to end homelessness. Financial assistance and/or services are temporary, typically six (6) months or less. The temporary assistance is a bridge to long-term stability. It is for persons/households that are literally street homeless and can remain stably housed after this temporary assistance ends, either through their own means or because they have received a permanent subsidy and/or supports

That basically means those who are:

- sleeping in emergency shelter;
- sleeping in places not meant for human habitation;
- staying in a hospital or institution for up to 180 days, but literally homeless immediately prior to entry;
- graduating from or timing-out of transitional housing;
- victim of domestic violence;
- has an income of fifty percent (50%) or less of AMI; and
- goes without saying they have no other housing options.

Financial assistance can be in the form of:

- security deposits;
- utility deposits;
- rental payments.

Karia then asked for questions.

Q: If a person is coming out of transitional housing, are they eligible? A: *Yes, if they were street homeless upon entering transitional housing.*

Q: Is there a maximum grant award per geographic location? A: *No.*

Q: The definition for chronically homeless - does disability have to be diagnosed or can we work with those with suspected disabilities and getting them engaged with behavioral and physical mainstream healthcare? A: *The disability does not need to be diagnosed but we are looking to house those who can sustain on their own. You would need to be able to get them engaged in services in a timely manner.*

Q: How does this apply to homeless shelters applying for and/or administering this type of funding? Can referrals be made from shelters not participating in the AZBOSCOC? A: *A homeless shelter is one type of program. RRH is a different type of program. You can take referrals from a shelter not participating but would need to conduct the assessment and explain how this would all be handled and defined in the proposal.*

Q: Our organization does not sit on the HMIS committee but has been active in the AZBOSCOC and local COC for many years, however, and is the organization that has conducted and overseen the PIT count for many years. Are we precluded from applying for this funding? A: *You would need to highlight your participation in the AZBOSCOC in the proposal and if awarded funding, then be on the HMIS committee.*

Q: Performance parameters - are these percentages based on the number of individuals staying in the shelter or who fit the chronically homeless definition and veterans? A: *It's based on the number of households that are agreed upon to be served in the contract if awarded funding.*

Q: Are these percentages available for reporting from HMIS? A: *Yes, the percentages will be based on the number of households served and the information will all be in HMIS.*

Q: Please explain "no leasing costs are allowed". A: *As this is only for temporary assistance, the rental agreement needs to be between the client and the landlord, not between the agency and the landlord with the agency subletting to the client.*

Q: What are the contractual obligations for financial audits, insurance, etc.? Is this funding exclusively state funding? Is there a sample contract for review? A: *The contractual obligations are the same with any contract. This is exclusively state funding. A sample boilerplate contract was included in the RFP.*

Q: Can you please clarify “six (6) months after subsidy ends”? A: *This would be the six (6) months after you stopped assisting them, not when the contract ends.*

Q: If the staff and leadership has RRH experience but the agency does not, does this exclude the agency? A: *No but the qualifications for the RRH experience need to be clearly defined.*

Q: Bridge funding - is the client eligible if they are waiting for PSH or does it need to be imminent? A: *The voucher must be in hand and permanent housing being sought before RRH is used for bridge housing.*

Q: Can you please clarify “other benefits being established”? A: *If the client is waiting for SSDI or unemployment for instance. We are looking for permanency in benefits as the client will need to pay monthly rent. If they are getting unemployment but are looking for steady employment, this would work.*

Q: Short term assistance for veterans - is it Category 1 or Category 2? A: *Only ten percent (10%) of funds can be used for prevention. Focus on those not in a permanent situation.*

Q: Are projects to be read to start at receipt of the contract and run for a full twelve (12) months? A: *Yes. With proposals due July 1st, we will fund by August 1st and be for the full twelve (12) months.*

Q: Can you own the property that is being subsidized? A: *Probably not.*

Q: Will the COC formula (Section 8) for rent calculations be followed? A: *We are not doing this as a Section 8 subsidy. The client must be fifty percent (50%) of AMI or below and must find a rent they can afford.*

Q: Coordinated Entry - if we receive a referral that does not use Coordinated Entry, what is the agreed upon criteria? A: *The agreed upon criteria can be defined in the proposal and then entered into the Scope of Work. Why aren't they using Coordinated Entry if they're providing services to those who are homeless?*

Q: Can we do a collaborative application with other agencies that would benefit the entire community? A: *Yes but ADOH would only contract with one (1) agency and MOU's would be needed for the other agencies.*

Q: As a balance of state, is there any preference give to an agency that covers more than one (1) county. A: *No. The scoring is based on the agency's ability to cover the areas they propose to cover.*

Q: The amount applied for the on the Letter of Intent, can it be changed? A: *Yes, during contract negotiations, the amount can be slightly modified.*

Q: What if the amount changes significantly during the proposal? A: *You want to know what your needs are and who can qualify to come fairly close to the amount. If you cannot serve as many clients as proposed, it may be an issue.*

Q: Is the Letter of Intent the “meat” of the proposal process? A: *No. The application itself will show your understanding of the project. The Letter of Intent is a brief summary.*

Q: Minimum qualifications states “Must have experience providing high quality case management services including assisting clients in obtaining benefits including, but not limited to, SSI/SSDI and Medicaid.” Can you define assisting? A: *The agency knows how to get the client their benefits, not just providing a phone number but having a good relationship; having a MOU with another entity with a Benefits Specialist; having a Benefits Specialist on staff; having staff or access to someone who has been SOAR trained.*

Q: When will these questions be posted on the website? A: *Today’s questions will be posted by Friday.*

Q: Will you identify who is on this call? A: *Yes.*

Q: If we assist a client in February, 2017, we will not have six (6) months of follow-up before the contract ends. A: *We expect you to have the experience and staff and be ready to start the project immediately with the expectation of housing the first client within forty-five (45) days.*

Q: You cannot start the six (6) month follow-up until the assistance ends but what if we are not under contract? A: *HMIS will show if a client has reappeared at another agency for assistance and by the time the end of the contract is approaching, it will be known how successful this program has been.*

Q: The National Housing Trust Fund - can this be a source of funding in the future? A: *I do not know for sure but it is a possibility. **CORRECTION:** National Housing Trust Fund in Arizona is to be used for brick and mortar only.*

The Letters of Intent are due by May 25th. The proposals are due July 1st. Any additional questions need to be submitted in writing to Michele Meyerkorth by Wednesday, June 22nd with the final posting to the website on Friday, June 24th. Funding is only for one (1) year and outcome and performance is very important!

With no further questions, Karia thanked everyone for their time and ended the call at 9:48 a.m.